



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

REAL ESTATE COMMISSION REAL ESTATE INSTRUCTOR APPLICATION

Submit applications for instructor certification sixty (60) days prior to the employment starting date or expiration date. Failure to file within the appropriate time limit may be cause for rejection. Send this original completed application, resume, letters of recommendation from previous employers and required fee (see www.dpr.delaware.gov – click on Real Estate and then on Fee Schedule) to the Delaware Real Estate Commission, Education Committee, at the address above. An application that is incomplete when filed shall not be considered to have been filed.

NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ HOME PHONE _____

E-MAIL _____

EMPLOYER NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ WORK PHONE _____

EDUCATION:

HIGH SCHOOL _____

ADDRESS _____

YEAR OF GRADUATION _____ AREA OF CONCENTRATION _____

COLLEGE OR UNIVERSITY _____

ADDRESS _____

YEAR OF GRADUATION _____ DEGREE _____

DO YOU HOLD A VALID TEACHING CREDENTIAL OR CERTIFICATE ISSUED BY THE STATE OF DELAWARE OR ANOTHER STATE WITH QUALIFICATIONS WHICH EQUAL OR EXCEED THE QUALIFICATION STANDARDS OF THE STATE OF DELAWARE? Yes ☐ No ☐

MEMBERSHIP IN REAL ESTATE BOARDS, STATE OR NATIONAL ASSOCIATIONS:

Are you a licensed real estate Broker? Yes ☐ No ☐ Salesperson? Yes ☐ No ☐ Attorney? Yes ☐ No ☐

Date license was first issued _____

Are you a member of a local Board/Association? Yes ☐ No ☐ Bar Association? Yes ☐ No ☐

Other Professional Boards/Associations? _____

List any professional designations you have successfully completed (GRI, CRS, CRB, etc.) _____

DELAWARE REAL ESTATE COMMISSION
REAL ESTATE INSTRUCTOR APPLICATION

Page 2

LIST ANY EXPERIENCE RELATED TO REAL ESTATE, SUCH AS TEACHING OF REAL ESTATE, AWARDS RECEIVED, ARTICLES PUBLISHED AND OFFICES HELD ON A NATIONAL, STATE OR LOCAL LEVEL:

LIST ANY EXPERIENCE NOT RELATED TO REAL ESTATE, SUCH AS TEACHING, PROFESSIONAL AWARDS, ARTICLES PUBLISHED AND BUSINESS, TRADE OR PROFESSIONAL OFFICES HELD ON A NATIONAL, STATE OR LOCAL LEVEL:

REFERENCES:

LIST TWO PEOPLE WITH WHOM YOU ARE ACQUAINTED (NAME, ADDRESS, PHONE) WHO KNOW YOUR TEACHING SKILLS:

SUBMIT A RESUME OR OTHER RELATED DOCUMENTS. THE INFORMATION PROVIDED WILL BE USED TO DETERMINE WHETHER YOU MEET THE MINIMUM QUALIFICATIONS.

I hereby apply for approval as an instructor, and I attest to having qualities of honesty, integrity and trustworthiness. I have not had any professional license or instructor approval revoked or suspended, nor have I received a reprimand or a fine from any regulating entity of any state. I have not been convicted of, nor entered a plea of nolo contendere to any criminal offense. I have not had any civil judgment entered against me based on fraud, misrepresentation, or deceit.

IT IS THE STATED POLICY OF THE DELAWARE REAL ESTATE COMMISSION THAT AT NO TIME DURING PERIODS OF INSTRUCTION SHALL ANY PERSON INVOLVED IN ANY APPROVED REAL ESTATE EDUCATIONAL ACTIVITY, USE, OR ATTEMPT TO USE, THE POSITION OF INSTRUCTOR, SPONSOR OR PROVIDER ETC., TO SOLICIT EMPLOYEES OR SALES REPRESENTATIVES.

I have read and agree to comply with the Delaware Real Estate License Law and Regulations and the Education Guidelines as established by the Delaware Real Estate Commission. I understand that this certification, if granted, **will expire on the date specified** and will only be granted for the topic areas for which I may be approved.

(SIGNED) _____ DATE _____

**DELAWARE REAL ESTATE COMMISSION
REAL ESTATE INSTRUCTOR APPLICATION**

Page 3

APPLICANT'S NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ HOME PHONE _____

E-MAIL _____

TOPIC AREA

(Please place an (x) next to each topic area(s) in which you are applying to receive certification.)

Continuing Education:

- ☐ Federal, State or Local Legislative Issues (Legislative Update)
- ☐ Fair Housing Law
- ☐ Anti-Trust Law
- ☐ Real Estate Ethics or Professional Standards
- ☐ Agency Relationships and Responsibilities
- ☐ Professional Enhancement for Practicing Licensees: _____
- ☐ Salesperson Core Course(s) (List Topics)
- ☐ Broker Core Course(s)
- ☐ Property Management Course(s)

Pre-Licensing Course:

- ☐ Orientation
- ☐ Real Estate Sales
- ☐ Real Estate Law
- ☐ Real Estate Mathematics

Broker's Course:

- ☐ Brokerage (Sales Management)
- ☐ Real Estate Documents
- ☐ Valuing Real Property
- ☐ Financing
- ☐ Legal and Governmental Aspects of Real Estate
- ☐ Real estate Investment
- ☐ Ethics
- ☐ Mathematics

QUALIFICATIONS SUMMARY

Do you have five (5) years full time experience in the trade, business, or profession that relates to the topic(s) of instruction checked above? Yes ☐ No ☐

Applicants must have education, training and/or experience demonstrating competence in the topic area(s) checked above. Please address how you meet the Instructor Qualifications as stipulated in the *Guidelines For Fulfilling the Delaware Real Estate Education Requirements*. Please use additional sheets of paper, if needed.
